



## MEMORANDUM

DATE: September 24, 2019

TO: Mayor Patrick T. Rockinberg and Council Members: President Larry G. Hushour, Secretary Jason M. Poirier, Patricia R. Washabaugh, Pamela M. Reed, Karl L. Munder

FROM: Barney Quinn  
Town Engineer

ISSUE: FEASIBILITY STUDY FOR A PERMANENT POLICE STATION  
CONTRACT NO: 2020-MA-G-001

### **PURPOSE:**

Town staff is seeking Council approval to award the Feasibility Study of a Permanent Police Station.

### **BACKGROUND:**

The Town of Mount Airy has recently adopted a police staff within the last few years that is currently in a multi-tenant building on Center Street which was temporarily authorized via Carroll County Plan Review. A new facility needs to be constructed that meets risk category 4 for essential facilities. The study will include analyzing multiples site options, a needs analysis, as well as providing conceptual layout designs.

To fund this feasibility study the Town has budgeted for this contract in the FY 2020 budget year.

### **DISCUSSION:**

The Town solicited qualifications and proposals from consultants during the month of September. Numerous consultants viewed the bid online and the Town received three (3) acceptable proposals from consultants and interviewed two (2) of the applicants.

Manns Woodward Studios was the lowest, responsive bidder and found to be of the highest qualifications with a total cost of \$31,500.

### **RECOMMENDATION:**

Town staff recommends the Town Council to award the Feasibility Study for a Permanent Police Station for Town of Mount Airy project # 2020-MA-G-001 to Manns Woodward Studios, in the amount of \$31,500.